

Riga Stradins University

International Students'

Association's Articles of

Association

The Articles of association prescribe the activities of the Riga Stradins University (hereinafter- RSU) International Student Association (hereinafter - ISA). The Articles shall present the common definitions used within the organization, the eligibility of membership, the finances, the operating principles, and the suborganizations under the ISA.

1. General Provisions

- 1.1. The "RSU International Students' Association" (hereafter-ISA) and its abbreviation "RSU ISA" shall be used as the name of the organisation at the discretion of the users.
- 1.2. ISA is established by and affiliated with the Rīgas Stradiņa Universitāte Studējošo Pašpārvalde (hereinafter - RSU SU) and acts autonomously but in harmony with its bylaws and governing documents.
- 1.3. The ISA is a recognised student organisation at Riga Stradins University (hereinafter - RSU) and adheres to all campus policies. When representing ISA, members must behave in accordance with the RSU Code of Ethics.
- 1.4. In pursuit of its objectives, the ISA may cooperate with the Latvian public administration and its public administration authorities, with scientific, public, political, and social organisations, as well as all recognised student organisations at RSU.
- 1.5. ISA has its own symbol and seal, approved by the RSU SU Council.
- 1.6. Terms used:
 - 1.6.1. International Students: Students are under the responsibility of the International Student Department and exchange students are under the responsibility of the Erasmus office.
 - 1.6.2. Executive Board: International students elected into positions specified

below for the functions described in ‘Job Descriptions’.

1.6.3. Activist

1.6.3.1. An activist is a member who wishes to assist in an ISA project, event, or activity but has no position on the Executive Board.

1.6.3.2. An activist works in an ad-hoc committee, chaired by an ISA Executive Board Member.

1.7. The purpose of this organisation is to represent, serve, and help improve the life of International Students (hereinafter- students) at RSU. The following are explorations into its purposes:

1.7.1. Implement and maintain efforts to facilitate the integration of students into the RSU community.

1.7.2. The students of RSU are also interested in promoting cross-cultural competence through the organisation of cultural social events and cultural education demonstrations.

1.7.3. To organise and coordinate student-centred academic activities.

1.7.4. To improve the quality of higher education at RSU to the best of its ability.

1.7.5. To promote constructive collaboration among students, staff, organisations, and other entities at RSU.

1.7.6. To provide information on, offer advice to, and pass on to the appropriate entities, academic questions or concerns brought forward by students.

1.7.7. Represent the opinions and interests of international students in social, cultural, and academic matters at RSU.

1.7.8. To provide information on the availability of scientific work, research programmes, and workshops.

1.7.9. Work with the RSU SU Board to improve student social well-being,

sense of democracy and respect for individual initiative, student self-esteem and personal development, healthy lifestyle, and civic integration and participation of youth in society.

1.8. The ISA is established for an indefinite period.

2. Membership

2.1. Membership in the organisation shall be open to RSU students regularly enrolled under the responsibility of the International Student Department and exchange students under the responsibility of the Erasmus Office.

2.2. Honorary membership may be bestowed to former RSU students who do not meet the above criteria. Honorary members shall have all membership privileges, except that they may not vote or run for Executive Board Positions.

2.2.1. ISA members will be handed an ISA membership token by the end of their term, allowing them to join all future ISA events free of charge until their student status at RSU ends.

2.3. Non-RSU students may participate in and attend events and other activities, but do not have the right to vote or hold office.

2.4. Eligibility for membership may not be limited on the basis of race, religion, national origin, ethnicity, skin colour, age, gender, marital status, citizenship, sexual orientation, or disability.

2.5. Membership in the organisation is free of charge.

3. Executive Board

3.1. The executive board shall consist only of elected and appointed persons.

3.2. The executive board shall assume work in January after the elections and serve until the end of the following year.

3.3. Positions

3.3.1. President

3.3.2. Vice President

3.3.3. Treasurer

3.3.4. Head of Academic Affairs

3.3.4.1. Assistant to the Head of Academic Affairs

3.3.5. Public Relations Officer

3.3.6. Internal Collaborations & Human Resources Officer

3.3.7. Medical Science Director

3.3.7.1. Assistant to the Medical Science Director

3.3.8. Liaison Officer

3.3.9. Head of Integration and Sports

3.3.9.1. Assistant to the Head of Integration and Sports

3.4. It is recommended that the positions that need to be filled, at a minimum, be the President, the Head of Academic Affairs, and the Head of Integration and Sports.

3.5. The Executive Board reserves the right to recruit "activists" to assist with projects.

3.6. Every executive board position is described in the document 'Job descriptions'.

4. Selection of Officers

4.1. The election is to be held approximately in the last week of October. The invitation is open to all students and shall be sent to the students no later than 2 weeks before the elections.

4.1.1. The period between the election result announcement till the end of December is considered the transition period. In said period the current executive board works together with the newly elected executive board.

4.2. Further details regarding the elections are provided in the "RSU ISA Election

Regulations".

5. Rights and obligations of officers

5.1. The right and obligations of each officer and their relevant assistances are present in their relevant work description documents.

6. Board Meetings

6.1. Board meetings are to be held a minimum of twice a month during the academic year.

6.2. All members of the ISA are allowed to attend and participate in board meetings.

6.3. The executive board reserves the right to forbid attendance of disruptive members, as well as call for a closed section of the meeting.

6.4. Special meetings may be called by the President or a majority of the Executive Board.

All members must be given a minimum of 24 hours' notice prior to the meeting time.

6.5. Absentee or proxy voting during meetings is permitted when an electronic communication platform is utilised.

6.6. Meetings must be protocolled.

6.6.1. Protocols, upon request, will be made available to all RSU students and sent to the RSU SU Board.

6.6.2. The board meeting protocols are available to all RSU students through the ISA website and the monthly newsletter.

6.7. Attendance of board members:

6.7.1. Absence to the board meeting shall be told prior to meeting no later than 24 hours before the start, except in cases out of the members' control.

6.7.2. At least 70% of board meetings need to be attended by each executive board member to be eligible for an End-of-the-Year Certificate, unless otherwise agreed upon with the President.

6.8. The meeting agenda is published no later than 3 days prior to the board meeting.

7. Committee and other organisations

7.1. The following organisations are suborganizations of ISA:

7.1.1. National Societies

7.1.1.1. Further clarification on the definition of National Societies and their rights and obligations can be found in "National Societies Statutes".

7.1.1.2. ISA will be responsible for keeping an updated list on the National Societies as defined within their regulatory document.

7.1.2. Academic Societies

7.1.2.1. Further clarification on the definition of Academic Societies, their rights and obligations can be found in "Academic Societies Statutes".

7.1.2.2. ISA will be responsible for maintaining an updated list on the Academic Societies as defined within their regulatory document.

7.1.3. Social Societies

7.1.3.1. For further clarification on the definition of social societies, their rights and obligations can be found in "Social Societies Statutes".

7.1.3.2. ISA will be responsible for keeping an updated list on the Social Societies as defined within their regulatory document.

7.1.4. Sport groups

7.1.4.1. Further clarification on the definition of Sport Societies and, their rights and obligations can be found in "Sports Group Statutes".

7.1.4.2. The ISA will be responsible for keeping an updated list of Sports Groups as defined within their regulatory document.

7.1.5. Ad hoc Committees

7.1.5.1. ISA shall appoint temporary standing and ad hoc committees with special tasks as may be necessary to carry out the work of the organisation.

7.1.5.2. The member of the ISA Board, who established the ad hoc committee or standing committee, may chair that committee.

7.1.5.3. Other members of the ad hoc committee that are students of RSU may chair the committee in the event that the previous chair is absent.

7.2. The executive board reserves the right to establish collaborations with external organisations, provided that they are to the benefit of the student population.

8. Finances

8.1. The budget for the ISA must be voted on at a board meeting.

8.2. The executive board of ISA shall propose its annual budget to the RSU Student Council for further approval.

8.3. Other organisations under ISA have the right to request funds with a proposed budget.

8.3.1. Their budget must be submitted no later than two weeks before the ISA budget is voted upon by the executive board.

8.3.2. External collaborators cannot seek funding from ISA.

8.4. The budget shall not be used for the purchase or reimbursement of alcoholic beverages, tobacco products, or illegal substances.

8.5. The ISA is allowed to accept donations with prior permission from the Student Council.

9. Order of dissolution

9.1. The dissolution of the ISA can be achieved by three paths:

9.1.1. A petition initiated by the ISA members and signed by one-third of all members submitted to the RSU SU Board.

9.1.1.1. A notice must be sent to the executive board no later than two weeks prior

to a dedicated meeting.

9.1.1.2. The executive board will then aim to strategize their future and defend themselves in a meeting with the RSU SU Council.

9.1.1.3. A two-thirds vote by the RSU SU Council is required to dissolve the organisation.

9.1.2. An initiative by the RSU SU Council based on the organisation's non-fulfilment of point 1.7

9.1.2.1. A notice should be issued to the executive board no later than 10 working days before a dedicated meeting.

9.1.2.2. The executive board will then aim to strategize their future and defend themselves in a meeting with the RSU SU Council.

9.1.2.3. An absolute majority of the RSU SU Council is required to dissolve the organisation.

10. Amendments and standing rules

10.1. Amendments can be suggested by the members of the ISA to the executive board for further consideration.

10.2. The executive board will present the amendment to the RSU SU Council, after a vote of simple majority in a board meeting, for final approval.

10.3. The ISA may establish standing rules to govern administrative and procedural matters that do not conflict with the articles of association mentioned above.

10.4. Standing rules are adopted, amended, or temporarily suspended by a simple majority of the Executive Board.

Vice President of the RSU ISA Board
Hanna Hjelt